



**Planning and Development Services**  
10 N. Bemiston Avenue • Clayton, Missouri 63105 • 314-290-8452 • FAX 314-863-0296

**APPLICATION FOR SPECIAL ANTENNA**

SA \_\_\_\_\_

- All applicable sections of application must be completed and consistent with submitted materials. See checklist on page 4.
- Submit eleven (11) signed and sealed plan sets (11" x 17").
- Digital copy of the entire submittal packet in .pdf format on a flash drive.
- The application plans and \$135 fee must be submitted at least fourteen (14) days prior to the meeting date (refer to meeting PC/ARB meeting schedule on Planning Department web page).
- Applications and drawings must be submitted at least fourteen (14) days prior to the meeting date.
- *\*This application is in lieu of an Architectural Review Board Application.*

Please print or type

Address of Project Site: \_\_\_\_\_

Description of Project: \_\_\_\_\_

\_\_\_\_\_

**PARTIES IN INTEREST**

*The full legal name of each party listed below (partnership, corporation, etc.) is required.*

**Applicant's Name if different from owner:** \_\_\_\_\_

*Contact Person's Name:* \_\_\_\_\_

*Complete Address including Zip Code:* \_\_\_\_\_

\_\_\_\_\_

*Applicant's Interest in Property (i.e., architect, contractor, etc.)* \_\_\_\_\_

**Property Owner (s) Name:** \_\_\_\_\_

Contact Person's Name if different from Property Owner: \_\_\_\_\_

*Complete Address including Zip Code:* \_\_\_\_\_

*Phone Number and Email Address:* \_\_\_\_\_

**Name of Applicant's Agent:** \_\_\_\_\_

*Complete Address including Zip Code;* \_\_\_\_\_

*Phone number and Email Address:* \_\_\_\_\_

**Name of Architect, Planner, Engineer, etc.:** \_\_\_\_\_

*Complete Address including Zip Code:* \_\_\_\_\_

*Phone Number and Email Address:* \_\_\_\_\_

**SITE DESCRIPTION**

Lot Number: \_\_\_\_\_ Block Number: \_\_\_\_\_ Current Zoning: \_\_\_\_\_

Current Use of Site: \_\_\_\_\_

Height of Existing Structure: \_\_\_\_\_ No. of Stories: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

## ANTENNA INSTALLATION

Location of Antenna(s): \_\_\_\_\_ Type of Antenna(s): \_\_\_\_\_

No. of Antenna(s) : \_\_\_\_\_ Dimension(s): \_\_\_\_\_

Location of Cabinets(s): \_\_\_\_\_ Type of Cabinets(s):: \_\_\_\_\_

Number of Cabinets(s): \_\_\_\_\_ Dimension(s):  
\_\_\_\_\_

Location of wiring/cable: \_\_\_\_\_ Type of wiring/cable: \_\_\_\_\_

Lineal Feet: \_\_\_\_\_ How will wiring/cable be screened: \_\_\_\_\_

Location/Type/Materials of screening:  
\_\_\_\_\_

Dimension(s): \_\_\_\_\_ Color/Description: \_\_\_\_\_

Will any illumination be used? \_\_\_\_\_ By what method? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## LEASE AND MAINTENANCE

Fully executed lease? \_\_\_\_\_ Number of years? \_\_\_\_\_

Any Easements?: \_\_\_\_\_ Description: \_\_\_\_\_

Who will provide maintenance? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## ***Signatures full legal name is REQUIRED***

Signature of Property Owner (Required): \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Applicant (Required): \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_

## SUBMITTAL CHECKLIST

- Digital copy of entire submittal packet in .pdf format on a flash drive
- Eleven (11) signed and sealed plan sets (11" x 17")
- \$135.00 application fee.
- Site Plan of entire property with building footprints. Scale for Site Plan shall be minimum of 1"=20'-0".
- Plan View of specific area of installation. Scale for this Plan View shall be a minimum of 1/4"=1'-0".
- Elevation(s) depicting each entire façade, and the proposed installation. Scale for Elevation(s) shall be minimum of 1/4"=1'-0". Elevations from all sides showing the proposed installation. Specify all colors and materials.
- Name, address, and telephone number of the person or firm submitting the documents and the person or firm to whom the review comments should be forwarded.
- Location map showing north arrow.
- Location and identification of all easements (existing and proposed).
- Type, location, height and degree of brightness of all existing and proposed lighting.
- Photo simulations.
- Details are required on the plan which depict the size, materials and proportion of all existing and proposed screening.
- The seal, signed and dated, of the licensed person who prepared the drawing or under whose immediate personal supervision, the drawing has been prepared.
- Presentation at the meeting of all color and materials samples, including type antenna, cable, screening, and paint chips/swatches.
- Plans are to be STAPLED or PAPERCLIPPED in their entirety as individual sets. Incomplete sets will not be accepted.
- folded to approximate 8 1/2 x 11 or 8 1/2 x 14 in size.
- Other materials deemed appropriate by staff and/or the Architectural Review Board